

Come to a Career Fair

Grade Level	Sixth
Minimum Time Required	Planning-One Month Fair-Three Hours
Materials/Resources	"Sample Time Line for a Career Fair" List "Career Exploration Fair Summary" Worksheet
Subject Area(s)	Guidance

Project Description:

The goals of a Career Fair are to help 6th grade students:

- 1) begin thinking about their future
- 2) find out about several occupations available to them
- 3) become aware of education and training requirements

The following is a list of topics that presenters might use to stimulate discussion:

- My typical day is like...
- The things I enjoy most about my job are...
- The areas of my job I enjoy least are...
- Related careers in my area are...
- The type of education and training required for my career are...

Career Development Standard	Skill to locate, understand, and use career information.
Career Development Indicator	Identify sources of employment in the community.
Delivery Level	Review
Academic Standards	
Language Arts	2.4.b Write to synthesize, interpret, and use new information. 3.1.b Use various listening techniques in problem-solving and decision-making situations. 3.3.a Analyze and assess oral/visual information for usefulness. 3.3.b Use specific questioning strategies to comprehend oral/visual information.
Employability/SCANS Skills	Basic Skills, Thinking Skills
Assessment/Rubric	Students will be evaluated on completed "Career Exploration Fair Summary" worksheet.

Submitted by: SD Comprehensive Guidance and Counseling Program Model

Time Line for a Career Fair

Career fair to be held on April 28

- April 11 (17 days before career fair) Meet with the principal of the elementary school whose campus was chosen for the site of the career fair. The purpose of the meeting is to ask permission to use the facility and enlist help.
- April 12 Meet with the grade-level chairpersons at the elementary school to inform of the career fair idea and to ask them and their fellow teachers to help in securing the participants for the fair.
- April 14 Design a schedule for the career fair. Each grade level will visit the fair at the same time, and each grade will remain at the fair for 30 minutes. (Be careful to keep in mind scheduling that already exist, and try to work around it as much as possible).
- April 15 Meet with the principal and finalize the schedule, making any necessary changes.
- April 18 Mail request form to school district maintenance department for delivery and use of 12 folding tables to be used on April 28 at the career fair and returned on April 29. Design a letter to be sent to the participants in which details of the fair are outlined.
- April 19 Call the principal and remind him or her to let the teachers know that April 20 is the deadline for letting us know about participants. Meet with Director of the Career Development Center and ask him or her to send students as participants in the fair.
- April 20 Receive the list of participants, which had been secured by the teachers. Conduct a meeting with the vocational teachers at the Career Development Center and ask for possible volunteers as participants. Type and mail the schedule for the career fair to the teachers at the campus where it is to be held.
- April 22-26 Make contacts with community persons who might be able to be participants. Send notices to those who accepted.
- April 25 Make and deliver fliers to the school to advertise the career fair.
- April 27 Make banners for each occupation involved in the fair.
- April 28 Morning: Set up tables and secure the equipment needed for the fair.
12:00 noon. WELCOME TO THE CAREER FAIR!!!!!!

Career Exploration Fair Summary

Please complete this page AFTER the career fair.

1. I attended _____ (career presentation) and one thing that I learned was _____.

2. I attended _____ (career presentation) and one thing that I learned was _____.

3. I attended _____ (career presentation) and one thing that I learned was _____.

4. Do you see yourself working in one of these careers? Yes _____ No _____
If so, which one and why? If not, why not? _____

5. According to the presenters, what classes are important for the careers that you learned about? _____

6. What do you see as your next steps in career development? (Check all that apply).

_____ Take classes that were recommended and those that apply in this area

_____ Volunteer in this area

_____ Get a part-time job relating to this career area

_____ Job Shadow

_____ Find a mentor in my area of interest

_____ Other (describe) _____